

Gallatin County Coroner Basic Syllabus

**Gallatin County
Coroner's Office**

Phone

406-582-2178

Course Overview

The purpose of this course is to provide coroners and deputy coroners the basics of death investigation, determination of cause and manner of death, techniques for collection and identification of evidence and to understand the duties and laws related to the coroner in Montana.

Course Materials

- Student Handouts: Scene Investigation Checklist, Coroner Laws of Montana, A Guide for the County Coroners of the State of Montana, SUIDI Investigation Book. Instructors will distribute other materials.
- Students will need to provide a writing utensil and notebook and photography equipment they intend to use in the field.

Resources

- <https://envoymt.imagetrendelite.com/Elite/Organizationenvoymt/>
- https://vsims.hhs.mt.gov/pls/vsims/vsb_logon_pkg.start_frames?p_url=vsb_logon_pkg.direct&p_logoff=
- <https://leg.mt.gov/bills/mca/index.html>
- <https://dojmt.gov/crime/medical-examiner/>

Course Schedule

Day	Subject	Homework
Day 1	<ul style="list-style-type: none">• Introduction to the Roles and Duties of the Coroner• Human Deaths Requiring Inquiry by the Coroner• Coroner Resources• Role of Law Enforcement in Death Investigation• Pronouncing Death	Cause and manner determination worksheet.

Day	Subject	Homework
Day 1	<ul style="list-style-type: none"> • Postmortem Changes and Determining Time of Death • Determining Cause and Manner of Death • Equivocal Deaths 	
Day 2	<ul style="list-style-type: none"> • Homework Review • Scene Investigation • Deaths that Require an Autopsy • External Examinations • Autopsies • Drawing Toxicology 	Postmortem changes worksheet.
Day 3	<ul style="list-style-type: none"> • Homework Review • Scene Photography • Evidence Recovery • Identification of Remains • Next of Kin Notification • Interviewing Family and Other Information Sources • Report Writing 	Write a mock report based on a given scenario.
Day 4	<ul style="list-style-type: none"> • Homework Review • Child Death Investigation • State Suicide Review Board • Tissue Donation • Coroner Inquests • How to Complete a Death Certificate • How to Complete Vital Statistics Documents • Case Study 	Submit mock scene photographs.

Homework

Homework will be due by the following classroom day.

Additional Information

- Student Evaluation: Students are evaluated on lecture attendance, homework and scenario investigation.
- Students will be evaluated according to the following standard:
 - 50% Lecture
 - 30% Homework
 - 10% Report Writing
 - 10% Other Documentation (Vital Statistics Documents, Death Certificates)
- This coroner basic class is a 40-hour course. 8 hours will be for assigned homework.